CONSTITUTION

AND

By-Laws

OF

Union Hook and Ladder Co.

No. 1,

VICTORIA,

Vancouver's Island.

SAN FRANCISCO:
TOWNE & BACON, PRINTERS, EXCELSIOR OFFICE,
125 Clay Street, corner of Sansome.
1860.

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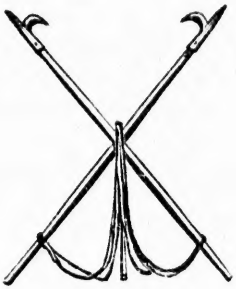

CONSTITUTION.

Art. 1. This Company shall be organized under the name and style of Union Hook and Ladder Company, No. 1, of Victoria, V. I.

Art. 2. The officers of this Company shall consist of a Foreman, First and Second Assistants, a Secretary, Treasurer and Steward, who shall be elected by ballot from the enrolled members whenever the number enrolled shall exceed thirty men, and annually thereafter. In case of a vacancy, the Company may proceed to fill such vacancy by giving ten days notice in writing, through the Secretary, to each of the active members of the Company.

Art. 3. The full roll of this Company shall consist of sixty-five active members, and of as many contributing or honorary members as they may see fit to elect, and none but *active* members shall have a voice in the Company.

Art. 4. There shall be a Standing Committee elected so soon as there are twenty members, and an-

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nually thereafter, whose duty it shall be to examine into the qualification and standing of candidates for admission into the Company; and upon their report being favorable, the Company may proceed to an election by *ballot*, and if such candidate or candidates have THREE negative votes, he or they lose their election.

ART. 5. It shall be the duty of the Foreman to have command of the Company at all times, and to act as chairman at all meetings of the Company.

ART. 6. In case of the absence of the Foreman, the First Assistant shall act in his stead, and should both be absent, then it shall be the duty of the 2nd Assistant to take command.

ART. 7. It shall be the duty of the Secretary to rd the minutes of all meetings held by the Company, in a book kept for that purpose, and to keep a roll book, and under the direction of the commanding officer, call the roll and note all the absentees, and keep an account with each member of the Company.

In case the Secretary should be absent, the commanding officer shall appoint a substitute to act for the time, whose duty it shall be to report to the Secretary at his earliest convenience.

ART. 8. It shall be the duty of the Treasurer to safely keep all monies of the Company, and disburse

the same on order of the Auditing Committee, countersigned by the Foreman and Secretary.

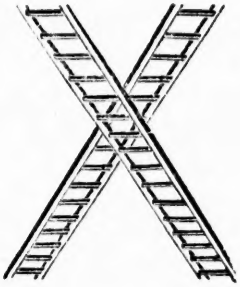
Art. 9. It shall be the duty of the Steward, when ordered by the acting Foreman, to procure refreshments for the Company, present a bill for the same to the Auditing Committee, which bill shall be acted on immediately and paid by the proper officer, and reported by him at the next monthly meeting of the Company.

Art. 10. On no consideration shall the Company or members of the Company, accept of refreshments from the citizens while in discharge of their duties at fires.

Art. 11. This Constitution may be altered or amended at any time after the enrollment of fifty members, by any member proposing the alteration or amendment at any monthly or stated meeting of the Company, which alteration or amendment shall be acted on at the next *monthly* or stated meeting thereafter, when if such alteration or amendment shall receive the assent of two-thirds of the members present, it shall become part of the Constitution; but in all cases af amendments the votes shall be taken by ayes and nays.

Art. 12. It shall be the duty of the Secretary, immediately after the annual election of the officers of the Company, to forward a certified list of their

election, signed by the retiring Foreman, unto the Chief Magistrate of the town of Victoria, for the time being, so that in case of a fire no difficulty may occur in the recognition of the officers of the Company by the Police or Magistrate on the ground.



BY-LAWS.

1st. Order of Business.

The Order of Business at all meetings of the Company shall be as follows:

1. First Roll Call.
2. Collection of Dues and Fines.
3. Minutes of previous meeting.
4. Reports of Committees.
5. Election of Members.
6. New Business.
7. Second Roll Call.
8. Adjournment.

2nd. Rules of Order.

The meetings of the Company shall be governed by Rules of usual Parliamentary usage.

3rd. Duties of Officers.

The Secretary, in addition to the duties required by the Constitution, shall serve or cause to be served, all notices required, collect all fines and dues or other

monies collectable from or on account of the Company, and pay same to the Treasurer, and shall make a report every quarter, and a general report at the end of his term of office.

The Treasurer shall keep in a book, especially provided for the purpose, a correct account of all receipts and disbursements; shall make a report at every quarterly meeting, or oftener if called for, and a general report at the end of his term of office.

4TH. DUTIES OF MEMBERS.

It shall be the duty of every Active Member to repair, at every alarm of fire, to the place where the Apparatus is kept; to then obey strictly the orders of the officer in command; to work the Apparatus and continue with it until after roll call; to attend all meetings or be subject to fines hereinafter provided; to conduct himself soberly and in an orderly and respectful manner towards the officers, and kindly and brotherly towards his fellow members.

In the absence of the Foreman or Assistants, the member first arriving at the House, on an alarm, shall be the commanding officer until superseded by one of the regular officers on the ground.

5TH. MEETINGS.

Monthly meetings shall be held on the first Monday evening of each month, every third meeting of

which shall be a Quarterly meeting. The Annual meeting shall be held on the

Special meetings may be called at any time, when occasion demands it, by the Foreman.

There shall be meetings of the Company for exercise, by a vote of the Company.

Fifteen members may sign a call for a special meeting and hand same to the Secretary, when it shall be his duty to call such meeting, without the order or consent of the Foreman.

6TH. ROLL CALL.

The roll shall be called by the Secretary, and all absentees noted, at every meeting of whatever kind, on its being called to order. This shall be known as "first roll call." He shall again call the roll just before adjournment of the meeting; this shall be known as "second roll call." He shall also call the roll after a fire or an alarm when the Apparatus has gone out, immediately after it is housed. Every member present must promptly answer to his name when called, or be noted for absence.

Members may be excused by the Foreman at fires, but fines or dues shall be remitted only by a vote of the Company.

7TH. DUES AND FINES.

Every active member shall pay one dollar ($1.00) per month, monthly dues.

Every member absent at "first roll call," when called at a regular meeting, shall pay fifty cents (50 cts.) for each and every absence. When called at a special meeting or after a fire, or after an alarm, when the Apparatus has gone out, he shall pay one dollar ($1.00) for each and every absence. He shall also pay fifty cents (50 cts.) additional for absence from "second roll call."

8TH. ASSESSMENTS.

All monies required for the Company, outside of dues and fines, shall be collected only after resolution authorizing such collection shall have been duly passed at a meeting of the Company, and no money engagements shall be made, until by such action of the Company their liquidation is fully provided for.

9TH. HONORARY MEMBERS.

Honorary members shall be elected in the same manner as active members. They may attend all meetings of the Company and participate equally with the active members in all their social privileges, but cannot vote.

They shall pay twenty-five dollars ($25.) per annum in advance.

The payment of one hundred dollars ($100.) in advance, shall constitute the payor a life member.

10TH. FORFEITING RIGHT OF MEMBERSHIP.

Any member failing to pay his fines and dues for

three months, shall forfeit his right of membership, but shall still be liable for such fines and dues. He may be received back by a vote of the Company on payment of his indebtedness and a satisfactory explanation of his delinquency.

11TH. RESIGNATIONS.

Any member wishing to resign may do so by tendering his resignation in writing, through the Secretary, which shall be acted on at the first regular meeting, provided he is free of fines and dues.

12TH. AMENDMENT OF BY-LAWS.

These By-Laws may be altered or amended only after notice of such alteration or amendment has been given at one monthly meeting, to be acted on at the next monthly meeting, and a notice of such intention of action inserted in an advertisement calling the next monthly meeting, at which they may be altered, amended, or added to, by a vote of two-thirds of the members present.